



SHERWOOD BUDGET COMMITTEE MEETING May 27, 2015 MINUTES

- 1. CALL TO ORDER –** Chair Neil Shannon called to order the May 27, 2015 Sherwood Budget Committee Meeting at 6:05 PM.
- 2. COMMITTEE MEMBERS AND COUNCIL PRESENT:** Mayor Clark, Council President Robinson, Councilor Kuiper, Neil Shannon, Andy Jensen, Andrew McConnell, Meerta Meyer and Brian Stecher

COMMITTEE MEMBERS CONFERENCED IN: Susan Claus, Councilor Harris and Kurt Studer

COMMITTEE MEMBERS ABSENT: Councilor Cook, Councilor King, and Councilor Henderson

CITY STAFF PRESENT: City Manager Joe Gall, Finance Director Julie Blums, Assistant City Manager Tom Pessemier,

3. COMMITTEE DISCUSSION (Continued)

Chair Shannon- Appreciates the time that staff has put into creating the budget and understands where there needs to be some increases in man power. I do not have any changes that I am recommending, but I do have some concerns about the economy and making sure that this is all sustainable. I am also concerned about issues that will be coming up with PERS and that is something that we need to keep an eye on.

Andrew McConnell- No Changes or suggestions.

Meerta Meyer- I am comfortable with the goals that staff has set. While some pieces of the budget may not meet my personal desires as a member of the community, I do understand and believe that the voice of the community has been heard and that is what has been presented to us.

Councilor Robinson- First, I agree with Chair Shannon that there needs to be some caution. While this budget is balanced, I think that it does not reflect too many of our department heads wants vs their needs and I would have liked to seen more things that were on the list of things that we did not include in the budget because we are being more frugal. I know that there is going to be a mild cost of living increase for the city workers, most people don't get that. I struggle with this budget quite a bit. I have raised some issues and understand that I am in the minority on coming up with some alternatives. For the Police Officers, we are seeking an additional Police Officer and although I have mixed feelings about it, I do recommend that we include the new Officer. I would like to express my own concern that I want that extra person to reduce OT. Also, we only have one SRO and our K9 is not being used in the manner that she was intended to be used. I want the K9 used, I want a SRO assigned to the Middle Schools and Elementary Schools. Rather than conducting surveys of adults, we need to focus our efforts on the school level. I prefer to have a part time Art Center staff person because we are in the first year of the Art Center, but I'm willing to go with the full time person that Kristen needs because I do think there is a need there. I would like to see some shift in levels of staffing in other locations; I don't think the Planning Department needs the amount of staff they have. I do not approve of giving the Robin Hood Festival \$10,000. I realize that it's too close to pull for this year, but I will be adamant in removing it next year. One thing that I would like to reject is the additional staff member for our Finance Department. That is moving our current PT person to FT and with the new finance software that we have paid for, I thought that would be a prime area where we could save some money.

Councilor Kuiper- Happy we still have 23% in the reserve and that we are moving forward cautiously. After looking over some data about comparable communities Police Officer to population ratios, I am comfortable with adding the additional Police Officer. I am not recommending any change to the budget.

Mayor Clark- We are getting the staffing study to make sure that we are staffed right for our community. It seems preemptive, as a Budget Committee, to add a Police Officer before the study is completed. The OT doesn't tell us that we need new staff, because that consistently has stayed the same. What will tell us, is the study. The worst thing that we could do is hire someone and then find out that we are over staffed and have to let them go.

Mayor Clark moves to remove \$93,000 from Police Division budget in the General Fund to Contingency, **Susan Claus** seconds, Discussion about the motion, **Chair Shannon, Brian Stecher, Councilor Harris, Andy Jensen, Councilor Kuiper, Andy McConnell, Metra Meyer and Kurt Studer** Nay, **Mayor Clark, Susan Claus and Councilor Robinson** Y, Motion Failed

Brian Stecher- No Changes or suggestions.

Susan Claus- Would like monthly reporting instead of quarterly bases. **Julie-** That is something that would need to go to Council for adoption. **Susan Claus-** Would like to see the Budget Committee be active through the year to stay on top of items in our future, such as PERS.

Kurt Studer- Supports adding staff to the Art Center and to the Police Department

Councilor Harris- Agrees with Susan as regards to needing more information earlier.

Meerta Meyer moves to reduce the Street Capital Fund expenditures by \$900,000 as recommended by staff, **Andy McConnell** seconds, all approved, Motion passes

Julie- The committee requested that staff come back with as much information as we could in a week and we have done that. The staff recommendation is to look at removing/modifying the 12 monuments, at the 3 intersections on 1st Street. To do that, we are requesting that you increase the Street Capital budget by \$50,000 so that we can contract out preliminary design and cost estimates. We would then bring 3 options to Council and they can decide which option they want to go with and how we are going to fund it.

Councilor Robinson moves to increase the Street Capital Budget by \$50,000 for a preliminary design and cost estimate review to remove and replace 12 monuments on 1st Street, **Mayor Clark** seconds Discussion about the motion, **Mayor Clark** withdrawals second, **Councilor Robinson** withdrawals motion

Andy Jensen- Agrees with Susan that we need to be planning for the upcoming changes to PERS and would be pushing back on making more changes to address PERS now, but feels like we have sufficient reserves. Supports funding that is going towards the Robin Hood Festival, but would like to see more accountability and oversight to how that money is spent.

Councilor Robinson moves to reduce Administrative budget in General Fund by \$24,000 and go to contingency, **Mayor Clark** seconds, Discussion about the motion, All nay, Motion fails

4. APPROVE CITY OF SHERWOOD FY15-16 PROPOSED BUDGET AND TAX RATE

Chair Shannon moves to approve the proposed 2015-2016 City of Sherwood Budget including the prior approved motions to amend. I also move that the Sherwood Budget Committee approve taxes for the 2015-2016 fiscal year of \$3.2975 per \$1,000 of assessed value for operating purposes, **Brian Stecher** seconds, **Mayor Clark** nay, All others Y, Motion passes

5. CHAIR SHANNON ADJOURNED THE CITY OF SHERWOOD BUDGET MEETING

Submitted by: Kelsey Beilstein, Finance Administrative Assistant Minutes approved on: August 13, 2015